

RENTON TECHNICAL COLLEGE POLICY & PROCEDURE

CHAPTER	SECTION	TITLE	HISTORY	
7	14	RTC Sex Offender Notification Policy and Procedure	Adopted: 7/17	Revised: 8/24

POLICY:

I. Purpose

To increase the safety and welfare of the students, employees and contractors of Renton Technical College by providing timely and appropriate notification of the presence of a convicted sex offender. This notification shall be provided in accordance with applicable state law and in such a manner that fosters safety without creating excessive anxiety among students and staff. The notification policy applies to students, employees and individuals affiliated with the college.

The extent and content of the disclosure of relevant and necessary information shall be determined by:

- The risk posed by the offender to the community
- The location where the offender resides, intends to reside, is regularly found, or is employed; and
- The needs of affected community members for information to enhance their individual and collective safety.

Using this public information to threaten, intimidate or harass sex offenders may be cause for employee disciplinary referral, student conduct referral, and/or reporting to local law enforcement.

II. Authority

Pursuant to RCW 4.24.550, Renton Technical College is authorized to release information to the public when the college determines that disclosure of the information about the sex offender is needed and necessary.

Additionally, under RCW 4.24.550, public employees and or public agencies are immune from civil liability or damages for any discretionary decisions or release of relevant or necessary information regarding a registered sex offender, unless it is shown that the employee or the agency acted with gross negligence or in bad faith.

PROCEDURE:

I. Student/Employee Sex Offender Responsibility

Per Washington State Legislature RCW 9A.44.130

Any adult or juvenile residing whether or not the person has a fixed residence, or who is a student, is employed, or carries on a vocation in this state who has been found to have committed or has been convicted of any sex offense or kidnapping offense, or who has been found not guilty by reason of insanity under chapter 10.77 RCW of committing any sex offense or kidnapping offense, shall register with the county sheriff for the county of the person's

residence, or if the person is not a resident of Washington, the county of the person's school, or place of employment or vocation, or as otherwise specified in this section. When a person

required to register under this section is in custody of the state department of corrections, the state department of social and health services, a local division of youth services, or a local jail or juvenile detention facility as a result of a sex offense or kidnapping offense, the person shall also register at the time of release from custody with an official designated by the agency that has jurisdiction over the person.

Any adult or juvenile who is required to register under the above restrictions must give notice to the county sheriff of the county with whom the person is registered within three business days:

1. Prior to arriving at a school or institution of higher education to attend classes.
2. Prior to starting work at an institution of higher education; or
3. After any termination of enrollment or employment at a school or institution of higher education.

II. Enrollment Procedure

Renton Technical College requires all Level 1 and Level 2 sex offenders to **notify the Director of Security and/or the Dean of Student Success 14 calendar days prior to enrollment** to determine the appropriate campus disclosure process.

All Sex offenders must provide:

1. A copy of their judgement and sentencing.
2. Contact information from their Community Corrections Officer.
3. Notice of any stipulations ordered by the court, Law Enforcement Office, or Community Corrections Officer relating to their release.
4. Quarterly Check-in with the RTC Director of Security for additional faculty notification.

Level III sex Offenders must provide 30 calendar days' notice prior to enrollment at RTC including documentation from their Community Corrections Officer validating no violations of their release condition within a six-month period prior to enrollment and no violations prior to the beginning of the enrolled quarter. Level III sex Offenders must check in with the RTC Director of Security each registered quarter thereafter to ensure there are no violations of release conditions.

Enrollment at RTC without following the above procedures may constitute a violation of this policy and may result in a drop from enrolled courses and/or possible violation of the RTC Student Conduct Code and Hearing Procedures.

Sex offenders seeking employment at Renton Technical College must notify the Vice President of Human Resources after a position has been formally offered. Current employees of Renton Technical College must notify the Vice President of Human Resources of any conviction related to sexual misconduct which occurs while employed at Renton Technical College.

III. Disclosure to the College Community

The extent of public disclosure of relevant and necessary information shall be directly related to:

- A. The level of risk posed by the offender to the community.
- B. The locations where the offender resides, expects to reside or is regularly found.

- C. The needs of the community members for information to enhance their individual and collective safety.

IV. Definitions

The Department of Corrections, the Juvenile Rehabilitation Administration, and the Indeterminate Sentence Review Board are required to classify all sex offenders released from their facilities into levels of risk (Level I, Level II or Level III). These agencies then issue to appropriate law enforcement agencies narrative notices regarding the pending release of sex offenders.

A. Level I

Most registered sex offenders are assigned Level 1. This indicates that the individual has a low likelihood of reoffending. A Level 1 sex offender is often a first-time offender and knew their victim. Since they have not exhibited predatory behavior, and have completed a treatment program, it's presumed that there's little to no threat of reoffending with random strangers.

Individuals assigned to Level 1 do not appear in the searchable sex offender database and the residents in the community where they reside are not sent a notice about the offender. People wanting information about a specific Level 1 offender can get that information by calling their local sheriff's office.

Washington state law strictly limits public disclosure of all Level I registered sex offender information. Information shall be shared with other law enforcement agencies, and, upon request, relevant, necessary and accurate information may be disclosed to any victim or witness to the offense and to any individual community member who lives near the residence where the offender resides, expects to reside, or is regularly found. Level I offenders MAY NOT be the subject of public notification.

B. Level II

Registered Sex Offenders assigned to Level 2 are deemed to be at moderate risk of reoffending. These individuals may have had more than one victim, or the abuse may have been long term. There may have been a predatory component to the crime, like methodical grooming, violating a position of trust or threats to the victim(s). The offender may not acknowledge the harm they've caused and may have refused or failed to complete a treatment program.

Washington state law prohibits the public disclosure of Level II registered sex offenders except under specific criteria. Level II notifications including relevant, necessary and accurate information may be disclosed to public and private schools, child day care centers, family day care providers, businesses and organizations that serve primarily children, women, vulnerable adults, and neighbors and community groups near the residence where the offender resides, expects to reside, or is regularly found. Level II offenders MAY NOT be the subject of public notification.

C. Level III

Registered Sex Offenders assigned to Level 3 are deemed to be a high risk for reoffending. The individual may have had multiple victims and/or a history of violent crime. They may have a history of crimes associated with drug or alcohol abuse. The offender may have a suspected or diagnosed personality disorder. Their victims may have been strangers, or the attack may have been especially brutal.

Level 3 offenders frequently show little to no remorse for their crime(s) and, as such, may have refused or failed to complete a treatment program. Community notification is the most extensive. Washington state law permits notifications about Level III offenders that include relevant, accurate and necessary information to the public at large as part of general notification.

VI. Notification Procedure

Notification from law enforcement will be made to the RTC Security Office. RTC Security will review records to determine if the offender is a registered student or a college employee and/or communicate the offender status to college administrators, faculty, and staff listed below.

1. All official notifications to the College community shall come from the Director of Security or designee. Requests for additional information will be referred to the appropriate law enforcement agency.
2. Upon learning of the enrollment/presence of a convicted sex offender at Renton Technical College, the Director of Security may take the following steps:
 - a. Obtain additional information, as necessary, from law enforcement and about the offender's enrollment and employment history on campus.
 - b. Notify the campus Behavioral Intervention Support Team and review relevant information to assess safety issues posed for currently enrolled students.
 - c. Notify the convicted offender to make them aware of the notification procedure. Other than the notification procedure, convicted sex offenders will receive the same rights and privacy protections provided to all students or staff.

Notification will correspond with the classification level in the following manner:

A. Level I & II

1. All Faculty of the currently enrolled offender
2. Selected Academic Deans/Supervisors
3. The President and Vice Presidents of RTC
4. The Dean of Student Success
5. Running Start Coordinator

Offenders are required to meet with the Director of Security and/or the Dean of Student Success prior to the first day of class and communicate faculty and class updates each quarter thereafter for the duration of the program.

B. Level III

1. Written notification of the offender's intent to enroll at the college listing the intended program or course must be received 1 month in advance of registration of courses. Notification must be sent to the Director of Security and Conduct Officer.
2. All Level I & II notifications
3. Information may be provided to all college students, faculty, and staff via campus email.
4. The offender will be required to meet with the Director of Security and Dean of Student Success prior to the first day of class and communicate faculty and class updates each quarter thereafter for the duration of the program.

5. The offender must provide documentation for at least six consecutive months without any violations of their registration conditions leading up to their enrollment at RTC and no violations prior to the beginning of the enrolled quarter. Level III sex Offenders must check in with the RTC Director of Security each registered quarter thereafter to ensure there are no violations of release conditions.
6. The Director of Security will provide notification to the classes in which the offender is enrolled. If requested, the Director of Security will meet with the program to share information regarding the relevant State law, the college's sex offender notification policy and information released by the King County Sheriff's Office.

Contact information for notification:

1. Director of Security
Renton Technical College
Security@rtc.edu
425-235-7836

2. Dean of Student Success
Renton Technical College
Acovington@rtc.edu
425-235-2409